

DD/A Registry
 83-665

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Proposed Records Validation Officer (Job #247)

DD/A Registry

FROM:

Harry E. Fitzwater
 Deputy Director for Administration
 7D24 Headquarters Building

EXTENSION

NO.

DATE

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

Executive Director

This proposed is forwarded for approval. It was initiated by the Office of General Counsel to provide for the designation of Records Validation Officers who will act as the designated Agency officials to testify or execute affidavits concerning Agency records and record searches in connection with any litigation or legal matter.

This proposal was coordinated with the following for concurrence and comment:

Executive Director
 Deputy Director for Intelligence
 Deputy Director for Operations
 Deputy Director for Science and Technology
 Inspector General
 Comptroller

as well as all components of the then-extant Office of External Affairs, the Director of Equal Employment Opportunity, all component offices of the DDA, and the DDA/IRO.

This final version of the proposal has the legal concurrence of the Office of General Counsel. RCD considers no further coordination necessary.

DCI approval is considered necessary because of the delegation of authority in paragraph d.

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83-4471

HQ. INSTRUCTION SHEET

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REG. NOS.	PAGE NOS.	DATE	REG. NOS.	PAGE NOS.	DATE	
						<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px;"></div> is added to set forth policy and procedures concerning Records Validation Officers. The regulation was approved by the DCI on

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ROUTING AND TRANSMITTAL SLIP

4 OCT 1983

TO: (Name, office symbol, room number,
building, Agency/Post)

Initials

Date

1. DD/OIS

2. D/OIS

3. EO/DDA

4. ADDA

5. DDA

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

TO: EO/DA

I participated in the development of this Regulation which, as I understand it, was created at the request of the EXDIR. If you want additional background please give me a call.

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM:

Acting Chief, Regulations
Control Division

Room No.—Bldg.
1105 Ames

Phone No.

5041-102

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